



## NEWSLETTER - TERM 1 – 6<sup>TH</sup> FEBRUARY 2019

### DIARY DATES

12/02/19	ACQUAINTANCE MEETINGS
15/02/19	ASSEMBLY STUDENT LEADERSHIP
04/03/19	ANNUAL GENERAL MEETING
29/03/19	ASSEMBLY 5E & 6W
12/03/19	PUPIL FREE DAY
21/03/19	HARMONY DAY
01/04/19	DISTRICT SAPSASA ATHLETICS DAY

Dear Parents/Caregivers,

### A GREAT START TO 2019

We have had an excellent start to 2019 having started the year with 417 students and a staff that is looking forward to working closely with students and the school community throughout the year ahead. All students were very settled, happy and working closely with staff when Andrea Hayden and I visited during the first day and subsequently throughout last week.

We would like to particularly welcome all our new students and families to our school and look forward to working closely with you over many years.

### STAFFING NEWS

We have welcomed back a number of contract teachers who had already worked in the school during 2018. Aaron Charlton and Hannah Sripada were regular TRTs and Aaron had a short contract in Term 4, but we now welcome them into full year teaching roles. We also welcome 2 teachers who are new to HCEPS; Lea Billerwell who was formerly a teacher in Middle Years at Darlington PS and Angela Stephenson who worked at Hallett Cove R-12 School in 2018. Both bring a range of skills and experiences to working with students in Years 6 and 7.

We also officially welcome Tony Shepherd into the Groundsperson position. Tony

started unofficially late last year, but has now commenced his permanent position with us. Like Lea and Angela, he brings considerable skills and experience to his role.

### PARENT VOLUNTEERS

Thank you to our many wonderful volunteers who support the school in a variety of ways throughout the year. We highly value positive working relationships with volunteers and the support you provide to our school programs. If you are interested in volunteering we would love to have you. There are some official processes that do need to be undertaken first but please do not let that put you off. Please contact the front office to ask for a Volunteer pack and to discuss the online history check process which is commenced through the school. The school pays for the latter process to be undertaken.

### ATTENDANCE

Attendance is a key priority for all schools and it is vital that students are at school and on time every day. Even being late in the morning, means they miss part or all of the R-7 Reading Block. Children are expected to arrive at school between 8:30am and 8:40am and be in classrooms ready to commence tasks at 8:45am. If children arrive at classrooms after this time, they are deemed to be late and will need to check into the front office to have their Daymap attendance status changed from Absent to Late. We ask please that students are signed in with parents through the front office when arriving late. At a designated time each morning, a text will be automatically sent to the parents of any students with unexplained absences who have not arrived by then. (If you receive an absence text, we ask that you

please either reply to the text with the reason for absence, or, ring the school.) Not being at school at all, means 6 hours and 20 minutes of important learning time is lost. Obviously we understand that children do become ill and that families have urgent issues that arise from time to time. If these events occur we ask that you please ring the school. Not only is it important that students maximise their time in learning, this information also helps you and us to know where your child is ensuring s/he is safe. Attendance is also a key Department for Education (DE) priority and as such is subject to ongoing monitoring. The school's Attendance brochure and policy are on the school's website and can provide further information. I thank you in advance for your cooperation with this process.

### **ASSEMBLIES**

This is just a friendly reminder that parents/caregivers are invited to attend Assemblies. These are usually held in Weeks 3, 6 and 9 each term on Fridays at 2:15pm in the Pavilion. The groups responsible for presenting are identified in the Diary Dates section in each newsletter and also on the electronic sign. This term due to a clash with Swimming in Week 6, there will only be two assemblies. At the first assembly the Student Leaders will be presented to the school community and be responsible for leading the assembly. 5E and 6W will lead the assembly in Week 9.

### **NOMINATIONS FOR GOVERNING COUNCIL (2019/2020)**

Membership of the Governing Council provides an opportunity to participate in discussions around a variety of school issues as a representative of the parent community and is a great way to learn how schools operate. The Hallett Cove East Primary School Governing Council Constitution states that the Governing Council will consist of 17 Councillors. This is comprised of the Principal, 2 Staff of the School and 14 elected Parents. Currently there are 6 parents who will continue in their 2nd year of their current term. This

means there are 8 vacancies that are required to be filled. We now welcome applications for the new Governing Council. If you are interested, information regarding nominating for Governing Council is at the end of this newsletter and has also been sent separately through Skoolbag, today. Nominations close on Friday 22nd February.

### **SPORTS DAY**

We are currently working with DE facilities managers to organise for a full overhaul of our oval irrigation system. We have been told that it is hoped this will be done some time later this term. Because of that, Sports Day has been postponed from Term 1 to Term 3. (We are currently looking at Friday of Week 9, 20<sup>th</sup> September, with that date to be confirmed).

### **FRIENDLY SAFETY REMINDERS**

As we begin another school year it is timely to draw attention to the following issues to ensure the safety of all students, staff and families in the school.

### **DRIVING AND PARKING AROUND THE SCHOOL**

There are numerous speed and parking restrictions in the streets next to and near our school. Please observe these restrictions. Please also observe appropriate driving behaviour when lining up at the entry to the drop off zone, (especially in the afternoons) to ensure children are kept safe as they enter and leave the school grounds.

The western side of the red line in the staff carpark is for staff only to park (unless you hold a disability card). There are a number of parks for parents on the eastern side of the line. Students and parents are also asked not to walk through the carpark. If parking in the carpark, please enter with children via the oval gap or via the drop zone gate.

### **STUDENT BEHAVIOUR EXPECTATIONS**

At HCEPS we have developed a very thorough approach to the embedding of our Values through a variety of classroom and school programs including the Student

Leadership. We are also very clear about our duty of care to keep all students safe in classrooms and in the yard. Our Code of Behaviour, Behaviour Management Guidelines and Anti-Bullying Statements provide us with the frameworks by which our student behaviour is managed. These behaviour documents are also available in the school's website.

## COMING EVENTS

### ACQUAINTANCE MEETINGS

You should have received an invitation to the Acquaintance Meeting evening to be held next Tuesday 12<sup>th</sup> February from 6:00pm-7:30pm, via Skoolbag. We look forward to seeing you there.

Individual parent/teacher/student meetings will be held later in the year and we will provide further details of these meetings in due course.

### SCHOOL ANNUAL GENERAL MEETING

The **School AGM will be held on Monday March 4th at 7:00pm in the Pavilion.**

The AGM is a very important event because it will give us an opportunity to share our successes of 2018 with the school community. Our Student Leaders will present the highlights of the year and there will also be other student presentations. After the presentations the Governing Council will hold its annual elections. (Please refer to the information about membership of Governing Council in the previous section). More information about AGM will be out soon.

### R-5 SWIMMING

Please note that R-5 Swimming will be held in Week 6 (March 4<sup>th</sup> – 8<sup>th</sup>). More information will be out shortly.

### PUPIL FREE DAY – TUESDAY MARCH 12TH

This is a reminder that our first Pupil Free Day will be held on Tuesday March 12<sup>th</sup>. All the sites in the Partnership will be closed and we will be continuing our work on planning curriculum with a focus on

learning design, assessment and moderation in Numeracy, The Arts, PE and Japanese.

### PUPIL FREE DAY – MONDAY 22<sup>nd</sup> JULY

This is also a reminder that our second Partnership Pupil Free Day will be held on Monday July 22<sup>nd</sup> which is the first day of Term 3. All the sites in the Partnership will again be closed and we will be continuing our work on planning curriculum with a focus on learning design, assessment and moderation in Numeracy, The Arts, PE and Japanese.

**You will be notified of other Pupil Free and School Closure Days in due course.**

*Anne Rathjen*  
**PRINCIPAL**

### FUNDRAISING

Hello to 2019 and a warm welcome to all the new families who have joined our school community. We are always looking for volunteers. If you are interested in joining the Fundraising Committee or would like to help out on any of our events, please come along to our next meeting or contact myself at the email below. Everyone is welcome - the more the merrier.

Last year we had some fantastic fundraising activities; these included the Mother's Day and Father's Day stalls, two school discos, quiz night, Bakery Drive and Christmas hamper raffle. A very big thank you to everyone who helped organise these events and helped bring them together and run them. Of course we also say a big thank you to everyone who supported them.

## UPCOMING EVENTS

### First Committee Meeting

Tuesday 12th February - 2.30 pm  
Front office meeting room.

### School Disco Date TBA

### Mother's Day Stall Term 2

### Father's Day Stall Term 3

More exciting events to be announced soon....

If you feel you have any ideas for fundraising within the school or just want to be more involved please feel free to come along to our first meeting. Also if you would like to volunteer to help on any of the upcoming events this year please contact Melissa Vlachos via [hcepsfundraising@gmail.com](mailto:hcepsfundraising@gmail.com)

### **SECOND HAND UNIFORM SHOP**

Open every Wednesday 8:30-9am and 3:05-3:30pm in House 1 - first building near the gates at the drop off/pick up point. The shop is stocked with a variety of second hand uniforms being sold at a really reasonable prices. The money raised is given back to the school and utilised in fundraising projects. Remember that if you have any uniforms that no longer fit or are not being worn, we'd love to receive them and you can get a credit to spend in the store if you are buying.

### **THE FUNDRAISING COMMITTEE**



### **WELCOME OR WELCOME BACK**

The start of a new year comes with such an assortment of emotions. Each person's recipe is unique to them, but may contain any number of the following or more: excitement about seeing friends again, wonder about will be experienced, anxiety about making new friends, worry about if a new teacher will support their learning style, a sense of mourning for the freedom that was experienced over the holidays... I'm tired just writing that list, so it is impressive seeing how well our students are coping. There are some remarkably resilient people in our school.

If, however, your child needs extra help to develop their resilience, or extra support in another way, please don't be afraid to ask. Here at HCEPS we value your child's wellbeing as well as their education.

For those families that are new to the school this year, and as a refresher for everyone else, let me share a little bit of information. My role is about providing support to students, families, and staff. This support ranges all the way from chatting in the yard at recess and lunch, to running groups focusing on social and emotional learning and wellbeing, to providing individual personal assistance when major life events or crises occur.

People can be referred to me by their parents, their teacher, or even themselves. You can contact me by phoning the front office or by sending me an email. I am at school on Wednesdays and Fridays.

**Joey,**  
**PASTORAL CARE WORKER**  
**at HCEPS on Wednesdays and Fridays**  
[Joey.Traeger704@schools.sa.edu.au](mailto:Joey.Traeger704@schools.sa.edu.au)



## **FINANCE NEWS SCHOOL**

All families should have received their materials and services fees \$330 and incursion/excursion levy invoices for 2019 \$50. A poll of the school community was conducted at the end of the 2018 school year which overwhelmingly resulted in our families agreeing to the 2019 Materials and Services Charge being set at the core charge of \$330 for Reception to Year 7 students, this amount is known as the 'prescribed sum'. To allow us to provide the quality program and resources that we have planned for the students in 2019 we ask for these invoices to be settled within 14 days. We provide several payment options, cash, cheque, EFTPOS, a 24/7 BPOINT payment option via our school website, alternatively fees can be paid via the Qkr App. We also have an online direct debit payment option which allows our families and caregivers to select regular payment option to be deducted from a selected bank account or credit card on a weekly/ fortnightly or monthly basis. If you would like to take up this option please complete the application online via the school website. Details on how to access the Qkr App are available via the school website

[www.halcoveeps.sa.edu.au](http://www.halcoveeps.sa.edu.au)

Please note this year school card applications can be submitted online, please go to [www.sa.gov.au](http://www.sa.gov.au) and search school card to complete your application.

Should you have difficulty with settling your account please contact the school finance officer to put a payment plan in place.

## **OSHC/VACCARE**

OSHC/VacCare accounts can also be paid via our school website, please ensure you select the OSHC/VacCare link and process your payment via BPOINT or Qkr App. OSHC also has an EFTPOS terminal, this facility which will enable the OSHC Directors and senior staff to provide you with the option to settle your accounts via the EFTPOS terminal at point of pickup and collection of your child/children.

## **UNIFORMS**

Generally we have a small supply of uniforms in each size but from time to time we do run out of some items. To avoid disappointment we ask parents to Pre Order uniforms as it can take up to 6 weeks to have the stock replenished, therefore we urge you to place orders NOW for winter stock. Remember we only carry minimal stock so please place your orders now! Uniform order forms are available on our website, alternatively orders can be placed via the Qkr App. Details on how to access the Qkr App are available via the school website [www.halcoveeps.sa.edu.au](http://www.halcoveeps.sa.edu.au)

**Jennifer McFadyen  
BUSINESS MANAGER**

## **CANTEEN SUMMER MENU**

Our Canteen Manager Helen Jefferson has introduced some new items to our Canteen Summer Menu. Helen continues to cater for as many dietary requirements as possible including options that are Gluten Free, Vegan and Halal certified. The full menu can be viewed via the school website under Other Services – Canteen.

Please note that orders must be placed before **9.15 am** on the day the order is required via the QKR App PLEASE REMEMBER TO UPDATE YOUR CHILD'S/CHILDREN'S PROFILES ON YOUR QKR APP to indicate their 2019 classes.

## **SKOOLBAG REMINDER – PLEASE JOIN YOUR CHILDS/CHILDRENS CLASS SKOOLBAG PAGE**

This year we are using the group tab in your Skoolbag App to stay in touch with what is happening in your child/childrens class. We are asking all parents and caregivers to go to the Groups tab, select your child/childrens class and send a request to the class teacher to join their class group.

## COMMUNITY NEWS

Please see noticeboard for further information.

- **CHILD & ADOLESCENT SLEEP CLINIC** – at Flinders University research has found that sleep problems affect up to 40% of Australian children during the primary school years. Flinders Uni provides assessment & treatment for common sleep problems in childhood (including infants from 6 months of age). Appointments available immediately. Obtain a GP referral. More info ☎ 8201 7587 or [casc.enquiries@flinders.edu.au](mailto:casc.enquiries@flinders.edu.au)
- **PINK PANTHERS COME N TRY SOCCER SOUTH ADELAIDE PANTHERS** - invites girls to try out for Under 11 & under 13 teams in 2019. Sat Feb 2<sup>nd</sup> at 10am & Tues Feb 5<sup>th</sup> at 6.30pm O'Sullivan Beach Sports & Community Centre. More info ☎ Phil Webster on 0410 386100 or email [phil.webster@bendigoadelaide.com.au](mailto:phil.webster@bendigoadelaide.com.au)
- **SA DENTAL SERVICE** – Dental care is FREE for all babies, preschool & most children under 18 years at School Dental Service clinics. Your local clinic is Noarlunga GP Plus Dental Clinic. ☎ 8384 92144 or visit [www.sahealth.sa.gov.au/sadental](http://www.sahealth.sa.gov.au/sadental)
- **AUSTRALIAN GIRLS CHOIR** – Invites girls Reception to Yr 4 to come along. We encourage, challenge & inspire girls as they learn to sing, dance & perform. February Open Classes. Come along & try a free class. ☎ 8271 1622 or visit [aspagroup.com.au](http://aspagroup.com.au)
- **GET ACTIVE SPORTS SOCCER FOR JUNIORS** – Boys & Girls aged 3 to 8. \$70 6 classes in Term 1. Skills based intro to Soccer. Indoor sessions. Age appropriate programs & ideal for beginners. Location Paringa Park Primary School. Starts Sat 9<sup>th</sup> Feb. ☎ 1300 772 106. Enrol & pay online [www.getactivesports.com.au](http://www.getactivesports.com.au)
- **SEACLIFF RECREATION CENTRE** – Gymnastics, Judo, Calisthenics, Ju-Jitsu, Kindergym. 32 Yacca Rd, Seaclyff. ☎ 8296 4995 or visit [www.seacliffrec.org.au](http://www.seacliffrec.org.au)
- **CHEERIO NETBALL CLUB** – 2019 Winter trials Priceline Stadium, Mile End. Sun 10<sup>th</sup> & 17<sup>th</sup> Feb & Wed 13<sup>th</sup> Feb, for Seniors & intermediates. ☎ 0419 810 656 or email [secretary@cheerionetball.com](mailto:secretary@cheerionetball.com)
- **BRIGHTON & SEACLIFF YACHT CLUB** – Family Fun Day. Sun 17<sup>th</sup> February. Bouncy Castle, Face Painting. Free come & try sailing & stand up paddle board. Sausage Sizzle, Cheese Platters, Hot Food, Ice Cream, Market Stalls. Live Music. Everyone Welcome. Free Entry



## Nomination Form

### Parent Representative

### Hallett Cove East Primary School Governing Council

The Hallett Cove East Primary School Governing Council Constitution states that the Governing Council will consist of 17 Councillors. This is comprised of the Principal, 2 Staff members of the School and 14 elected Parents. Currently there are 6 parents who will continue in their 2<sup>nd</sup> year. This means we are now calling for nominations to fill 8 vacant positions on Governing Council.

To be eligible to nominate for Governing Council you must be a parent/caregiver of the school. Nomination forms must be returned to the Principal, Anne Rathjen, by no later than 3.30pm on Friday 22<sup>nd</sup> February 2019 after which an election process, (if required), will follow.

I, \_\_\_\_\_, wish to nominate for the Hallett Cove East Primary School Governing Council for the school years of 2019 and 2020.

Signed : \_\_\_\_\_ Date : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name of Eldest Child : \_\_\_\_\_ Class : \_\_\_\_\_

My nomination is supported by the following two parents/care givers, (of no relation to me), from Hallett Cove East Primary School.

1.  
Name : \_\_\_\_\_ Signed : \_\_\_\_\_

Name of Eldest Child : \_\_\_\_\_ Class : \_\_\_\_\_

Date : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

2.  
Name : \_\_\_\_\_ Signed : \_\_\_\_\_

Name of Eldest Child : \_\_\_\_\_ Class : \_\_\_\_\_

Date : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## INFORMATION ABOUT BECOMING A MEMBER OF GOVERNING COUNCIL

The role of the Governing Council is to represent and involve the school community in the governance of the school. It is to work with the Principal and the school in the development of strategic plans, programs and policies along with overseeing the schools finances. It is through this that we can optimise learning outcomes for all students.

The Governing Council of Hallett Cove East Primary School consists of 17 members. 3 appointed positions and 14 elected parents of the school. When elected to Governing Council you are elected for a term of 2 years. Council meetings are twice a term on Monday nights of Week 4 and Week 8. Meetings commence at 7.00pm and usually finish prior to 8.30pm.

There is a need for commitment to being a member of Governing Council and an expectation that you will -:

- take reasonable diligence to attend all meetings
- be prepared for council meetings and show a willingness to openly discuss issues
- act in good faith and in the best interests of the school community
- sign a "Governing Council Agreement" agreeing to abide by the Governing Council Code of Practice

You will also be expected to nominate for one of the Committee Representative Positions or an Executive Position on Council. There are 11 positions on Council that are required to be filled to enable Council to run effectively. Positions required to be filled are -:

- |  |   |
|--|---|
| • Chairperson                                | • Fundraising Committee Representative    |
| • Deputy Chairperson                         | • OSHC Committee Representative           |
| • Secretary                                  | • Assets/Grounds Committee Representative |
| • Treasurer/Finance Committee Representative | • Sports Committee Representative         |
| • Education Committee Representative         | • Uniform Committee Representative        |
| • Canteen Committee Representative           |   |

Committees are established to assist the Governing Council to carry out its functions and responsibilities more efficiently and effectively by handling matters that require considerable discussion, development or planning. As a Committee Representative you will be required to attend each committee meeting and prepare the minutes to be presented at the next Governing Council meeting. A summary of Executive Positions is outlined below and attached is a summary of each committee, their role and current meeting times. There is flexibility with some committee meeting times but others are fixed and cannot be changed.

You do not need to become a member of Governing Council to attend Committee meetings. Committees are a way of expanding the range of people involved by giving more parents, staff and



other community members with particular expertise a platform for input. They also provide an entry for the participation of interested potential council members for future Governing Councils.

Because of the nature of business discussed at Governing Council, all meetings, discussions and documents are confidential. Because Governing Councillors have access to information of a confidential nature, e.g. financial, you must undertake the DE approved Relevant History Check process that is conducted via the school by the Department for Human Services (formerly the Department for Communities and Social Inclusion – DCSI). If you are new to Governing Council and have not volunteered in the school previously, you are asked to please participate in this process. It is an online process which will be set up once you have made contact with the front office staff. (You are also encouraged to participate in the full Volunteer application process and office staff can also help you with this.)

## **SUMMARY OF EXECUTIVE POSITIONS**

### **The Chairperson -:**

- acts as spokesperson for the council
- calls and presides over all meetings
- prepares the agenda in consultation with the Principal and Secretary
- ensures meetings are properly convened and the quorum is met
- ensures full and balanced participation in meetings
- facilitates voting on motions
- ensures resolutions of council are acted on

### **The Deputy Chairperson -:**

- if the Chairperson is unable to fulfil their position the Deputy Chairperson will step into the role until the Chairperson can resume their role

### **The Secretary:**

- assists the chair in the preparation of the agenda and notice of meetings
- copies and distributes agendas to members
- ensures minutes are taken and distributed, including the keeping of minutes
- manages council correspondence

### **The Treasurer -:**

- prepares minutes of the Finance Committee
- presents draft budget, as agreed by the Finance Advisory Committee, to Governing Council
- reports to the Governing Council on matters raised through the Finance Committee



Government  
of South Australia  
Department for Education

# REGISTER NOW

## IGNITE at Aberfoyle Park High School

IGNITE is a specialist program for students with high intellectual potential. Aberfoyle Park High School is the official Department of Education school for gifted students in the southern metropolitan area of Adelaide.

### HOW DO I KNOW IF MY CHILD IS GIFTED?

The characteristics of gifted children vary; however, many display some or all of the following traits:

- High levels of curiosity and deep levels of knowledge in one or more area
- Excellent creative thinking and ability to problem solve
- Strong empathy for social justice
- Highly developed sense of humour



Initial selection is based on performance in the Australian Council for Education (ACER) Gifted and Talented Assessment.

**Year 7 students in 2019 are eligible to sit the test for a place in the IGNITE program for 2020.**

---

IGNITE TEST  
**SATURDAY 23 FEBRUARY 2019**  
**9 AM - 1 PM**  
**ABERFOYLE PARK HIGH SCHOOL**

REGISTER YOUR CHILD TO SIT THE TEST AT: [www.aphs.sa.edu.au](http://www.aphs.sa.edu.au)

A registration fee of \$120 applies for non-school card holders. Registrations close Friday 15 February 2019.

For further information visit our website or contact [ignite@aphs.sa.edu.au](mailto:ignite@aphs.sa.edu.au)